

## Module 4

### Staffing Using the Modern DCPDS

#### Module Overview

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**Introduction**      This module contains procedures related to recruitment and staffing.

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## Module Overview, Continued

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### Before You Begin

- There are two ways to process staffing actions.
  - A Request for Personnel Action (RPA) must have been initiated and forwarded by a manager or supervisor, or you must have saved the RPA, to your Civilian Inbox.
  - If you have been given the responsibility, you may initiate a personnel action by accessing an RPA from the **Navigation List**.
- Once an RPA is saved, it must be routed to another person or to your Civilian Inbox.
- If you initiate an RPA and decide not to use it, you can delete it from your Civilian Inbox by using the Clear Record button on the Toolbar.
- When you save an RPA the first time, a Request Number displays in Part A, Block 2 of the RPA. The first five characters depict the year/month the action is initiated, the next nine are for component use, and the remaining six are a system generated sequence number of the nine component-defined characters displayed. It is assigned to the Requisition, as well as, the related vacancy announcement in Resumix.
- Recruit/Fill is not an NOA; it is a placeholder until the personnelist/staffer determines how the fill action will occur; e.g., appointment, promotion, reassignment, etc.
- Nature of Actions (NOAs) are separated into Job Families on the **Navigation List**. For instance, a Promotion, and QSI are located in the *Salary Change* menu. NTEs are located in the *Extension of NTE* menu. See the list of NOA Families in this module.
- The RPA can be printed from the inbox of the initiator or anyone to whom it has been routed. RPAs may also be printed in the *Reports* menu.
- On the **Notifications Window** of the Civilian Inbox, with your cursor in the Subject Data, you can scroll up or down to look at previous or subsequent RPAs.
- Completed RPAs do not normally display in the Civilian Inbox. A separate folder can be developed for these actions.
- RPA has electronic signature capability.
- The Refresh Button on the RPA pulls in the current person/position information to the RPA.

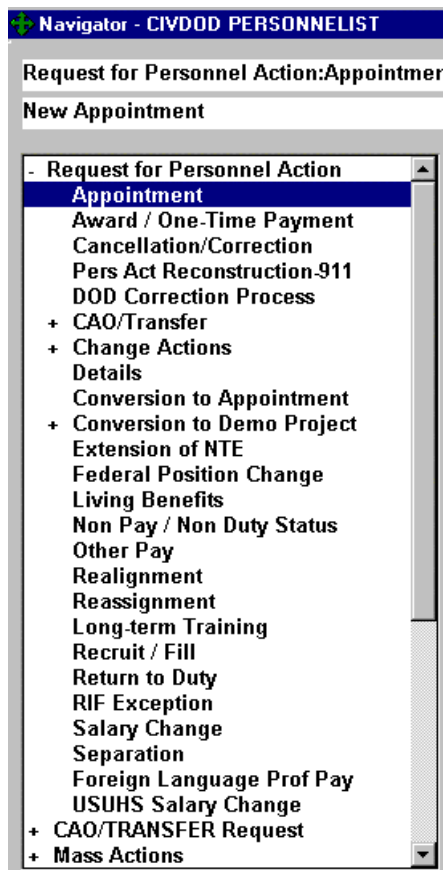
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## Module Overview, Continued

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### Navigation List



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## Module Overview, Continued

### Menu Options on the Navigation List

The menu options on the **Navigation List** are familiar; however, there are some that may need additional information. Use of many of the menu options may be determined by your Component business rules. The following list of menu options gives a general description and where each is located in the User Guide.

Menu Option/Form	Location in User Guide/Information
Appointment	Performed as a staffing function.
Award/One-Time Payment	Module 6, Pay, Benefits, and Entitlements Using the Modern DCPDS.
Cancellation/Correction	Chapter 7, Module 4, Staffing Using the Modern DCPDS.
DOD Pers Act Reconstruct –911	Chapter 7, Module 4, Staffing Using the Modern DCPDS.
DOD Correction Process-002	Chapter 7, Module 4, Staffing Using the Modern DCPDS.
CAO/Transfer	Chapter 4, Module 4, Staffing Using the Modern DCPDS.
Change Appointing Office	Chapter 4, Module 4, Staffing Using the Modern DCPDS.
Transfer Interagency	Chapter 4, Module 4, Staffing Using the Modern DCPDS.
Change Actions	Chapter 5, Module 4, Staffing Using the Modern DCPDS. (Applies to Encumbered positions only.)
Change in Data Element	Performed in staffing.
Change in ART Status	Air Force unique.
Change in Duty Station	See Module 2, Position Management and Classification Using the Modern DCPDS.
Change in FEGLI	Module 6, Pay, Benefits, and Entitlements Using the Modern DCPDS.
Change in Hours	Module 2, Position Management and Classification Using the Modern DCPDS.

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## Module Overview, Continued

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### Menu Options on the Navigation List (continued)

Menu Option/Form	Description/Action
Change in Retirement Plan	Module 6, Pay, Benefits, and Entitlements Using the Modern DCPDS.
Change in SCD	Performed in staffing.
Change in Tenure	Performed in staffing.
Change in Veterans Preference	Performed in staffing.
Change in Work Schedule	Module 2, Position Management and Classification Using the Modern DCPDS.
Change Position Number	Module 2, Position Management and Classification Using the Modern DCPDS.
Name Change	Module 4, Staffing Using the Modern DCPDS, Chapter 5.
Change Position Sensitivity	Module 2, Position Management and Classification Using the Modern DCPDS.
Change Position Title	Module 4, Staffing Using the Modern DCPDS, Chapter 5.
Details	
Conversion to Appointment	Performed in staffing.
Extension of NTE	Module 4, Staffing Using the Modern DCPDS, Chapter 7.
Federal Position Change	Module 4, Staffing Using the Modern DCPDS, Chapter 5.
Living Benefits	Module 6, Pay, Benefits, and Entitlements Using the Modern DCPDS.
NonPay/NonDuty Status	Module 5, Workforce Relations Using the Modern DCPDS.
Other Pay	Performed in staffing.
Realignment	Module 4, Staffing Using the Modern DCPDS, Chapter 5.
Reassignment	Module 4, Staffing Using the Modern DCPDS, Chapter 4.

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## Module Overview, Continued

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### Menu Options on the Navigation List (continued)

Menu Option/Form	Description/Action
Long-Term Training	Army unique.
Recruit/Fill	Module 4, Staffing Using the Modern DCPDS, Chapter 4.
Return to Duty	Performed in staffing.
RIF Exception	Performed in staffing.
Salary Change	Module 6, Pay, Benefits, and Entitlements Using the Modern DCPDS.
Separation	Module 4, Staffing Using the Modern DCPDS, Chapter 10.
Foreign Language Prof Pay	Performed in staffing.
USUHS Salary Change	Washington Headquarters unique.
Mass Actions	
Mass Realignment	Module 4, Staffing Using the Modern DCPDS, Chapter 6.
Mass Appraisals	Module 5, Workforce Relations Using the Modern DCPDS, Chapter 2.
Mass Awards	Module 5, Workforce Relations Using the Modern DCPDS, Chapter 3.

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## NOA Families Used in Staffing

### Purpose

This section provides examples of the various Nature of Action (NOA) Families in staffing associated with the RPA on the **Navigation List**.



#### Note: Prefixes to NOAs:

A = Army NAF  
 C = DOD Reconstruct-911  
 D = Demo Projects  
 L = China Lake Demo  
 N = Air Force NAF  
 P = Pseudo  
 T = Transfer

### Associated NOAs

Menu List	Associated NOAs
Appointment	<div> <div>100</div> <div>Career Appt</div> <div>101</div> <div>Career-Cond Appt</div> <div>107</div> <div>Emergency Appt</div> <div>108</div> <div>Term Appt NTE _____</div> <div>112</div> <div>Temp Appt PER _____</div> <div>115</div> <div>Appt NTE _____</div> <div>120</div> <div>O/S Ltd Appt</div> <div>122</div> <div>O/S Ltd Appt NTE _____</div> <div>124</div> <div>Appt-Status Quo</div> <div>130</div> <div>Transfer</div> <div>132</div> <div>Mass Transfer</div> <div>140</div> <div>Reins-Career</div> <div>141</div> <div>Reins-Career-Cond</div> <div>142</div> <div>SES Career Appt</div> <div>143</div> <div>Reins-SES Career</div> <div>145</div> <div>Transfer SES Career</div> <div>146</div> <div>SES Noncareer Appt</div> <div>147</div> <div>Transfer SES Noncareer</div> <div>148</div> <div>SES Ltd Term Appt NTE _____</div> <div>149</div> <div>SES Ltd Emergency Appt NTE _____</div> <div>152</div> <div>CA Career-Cond Appt</div> <div>156</div> <div>CZ Appt-Status Quo</div> <div>157</div> <div>CA Transfer</div> <div>170</div> <div>Exc Appt</div> <div>171</div> <div>Exc Appt NTE _____</div> <div>190</div> <div>Provisional Appt NTE _____</div> <div>198</div> <div>Interim Appt in Nonduty Status</div> <div>199</div> <div>Interim Appt</div> <div>A010</div> <div>Appointment</div> <div>A011</div> <div>Appointment (Concurrent)</div> <div>A012</div> <div>Appointment Limited Tenure NTE _____</div> <div>A015</div> <div>Appointment Public Law 101-508</div> <div>A016</div> <div>Reinstatement</div> <div>A018</div> <div>Appointment - Transfer of Function</div> <div>A020</div> <div>Appointment - Summer Hire NTE _____</div> <div>A021</div> <div>Transfer In</div> <div>A024</div> <div>Reemployment</div> <div>A026</div> <div>Emergency Hire NTE _____</div> <div>C100</div> <div>Career Appt</div> <div>C101</div> <div>Career-Cond Appt</div> <div>C107</div> <div>Emergency Appt</div> <div>C108</div> <div>Term Appt NTE _____</div> <div>C112</div> <div>Temp Appt PER _____</div> <div>C115</div> <div>Appt NTE _____</div> <div>C120</div> <div>O/S Ltd Appt</div> <div>C122</div> <div>O/S Ltd Appt NTE _____</div> </div>

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## NOA Families Used in Staffing, Continued

### Associated NOAs (continued)

Menu List	Associated NOAs
<b>Appointment</b> (cont)	<p> C199 Interim Appt  N010 Appointment  N012 Appointment NTE _____  N015 Appointment - Public Law 101-508  N016 Reinstatement  N018 Appointment - Transfer of Function  N020 Appointment - Summer Aid NTE _____  N021 Transfer-In  N022 Appointment - Student Aid NTE _____  N024 Reemployment  P500 Conv to Career Appointment  P501 Conv to Career Cond Appointment  P507 Conv to Emergency Appointment  P508 Conv to Term Appointment NTE _____  P512 Conv to Temp Appt Pending Est Register  P515 Conv to Appointment NTE _____  P520 Conv to O/S Ltd Appointment  P522 Conv to O/S Ltd Appointment NTE _____  P524 Conv to Appointment Status Quo  P540 Conv to Reinstatement Career  P541 Conv to Reinstatement Career Cond  P542 Conv to SES Career Appointment  P543 Conv to Reinstatement SES Career  P546 Conv to SES Noncareer Appointment  P548 Conv to SES Ltd Term Appointment NTE _____  P549 Conv to SES Ltd Emergency Appointment NTE _____  P570 Conv to Excepted Appointment  P571 Conv to Excepted Appointment NTE _____  P590 Conv to Provisional Appt NTE _____  P702 Promotion  P703 Promotion NTE _____  P713 Change to Lower Grade  P721 Reassignment  P740 Position Change  P790 Realignment  P792 Change in Duty Station  T130 Transfer  T145 Transfer SES Career  T147 Transfer SES Noncareer  T500 Conv to Career Appointment  T501 Conv to Career Cond Appointment  T507 Conv to Emergency Appointment  T508 Conv to Term Appointment NTE _____  T512 Conv to Temp Appt Pending Est Register  T515 Conv to Appointment NTE _____  T520 Conv to O/S Ltd Appointment  T522 Conv to O/S Ltd Appointment NTE _____  T524 Conv to Appointment Status Quo  T540 Conv to Reinstatement Career  T541 Conv to Reinstatement Career Cond  T542 Conv to SES Career Appointment  T543 Conv to Reinstatement SES Career  T546 Conv to SES Noncareer Appointment  T548 Conv to SES Ltd Term Appointment NTE _____  T549 Conv to SES Ltd Emergency Appointment NTE _____  T570 Conv to Excepted Appointment  T571 Conv to Excepted Appointment NTE _____  T590 Conv to Provisional Appt NTE _____  T702 Promotion  T703 Promotion NTE _____  T713 Change to Lower Grade  T721 Reassignment  T740 Position Change  T790 Realignment  T792 Change in Duty Station  T800 Change in Data Element </p>

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## NOA Families Used in Staffing, Continued

### Associated NOAs (continued)

Menu List	Associated NOAs
<b>CAO/Transfer-Chg Appoint Office - Interagency</b>	<p> <b>P500</b> Conv to Career Appointment  <b>P501</b> Conv to Career Cond Appointment  <b>P507</b> Conv to Emergency Appointment  <b>P508</b> Conv to Term Appointment NTE _____  <b>P512</b> Conv to Temp Appt Pending Est Register  <b>P515</b> Conv to Appointment NTE _____  <b>P520</b> Conv to O/S Ltd Appointment  <b>P522</b> Conv to O/S Ltd Appointment NTE _____  <b>P524</b> Conv to Appointment Status Quo  <b>P540</b> Conv to Reinstatement Career  <b>P541</b> Conv to Reinstatement Career Cond  <b>P542</b> Conv to SES Career Appointment  <b>P543</b> Conv to Reinstatement SES Career  <b>P546</b> Conv to SES Noncareer Appointment  <b>P548</b> Conv to SES Ltd Term Appointment NTE _____  <b>P549</b> Conv SES Ltd Emergency Appointment NTE _____  <b>P570</b> Conv to Excepted Appointment  <b>P571</b> Conv to Excepted Appointment NTE _____  <b>P590</b> Conv to Provisional Appt NTE _____  <b>P702</b> Promotion  <b>P703</b> Promotion NTE _____  <b>P713</b> Change to Lower Grade  <b>P721</b> Reassignment  <b>P740</b> Position Change  <b>P790</b> Reassignment  <b>P792</b> Change in Duty Station  <b>T130</b> Transfer  <b>T145</b> Transfer SES Career  <b>T147</b> Transfer SES Noncareer </p>
<b>Conv to Appt</b>	<p> <b>500</b> Conv to Career Appt  <b>501</b> Conv to Career-Cond Appt  <b>507</b> Conv to Emergency Appt  <b>508</b> Conv to Term Appt NTE _____  <b>512</b> Conv to Temp Appt-PER  <b>515</b> Conv to Appt NTE _____  <b>520</b> Conv to O/S Ltd Appt  <b>522</b> Conv to O/S Ltd Appt NTE _____  <b>524</b> Conv to Appt-Status Quo  <b>540</b> Conv to Reins-Career  <b>541</b> Conv to Reins-Career-Cond  <b>542</b> Conv to SES Career Appt  <b>543</b> Conv to Reins-SES Career  <b>546</b> Conv to SES Noncareer Appt  <b>548</b> Conv to SES Ltd Term Appt NTE _____  <b>549</b> Conv to SES Ltd Emergency Appt NTE _____  <b>550</b> Conv to CA Career-Cond Appt  <b>551</b> Conv to CA Career Appt  <b>553</b> Conv to CA Appt NTE _____  <b>554</b> Conv to CA Term Appt NTE _____  <b>555</b> Conv to CA Reappt  <b>570</b> Conv to Exc Appt  <b>571</b> Conv to Exc Appt NTE _____  <b>590</b> Conv to Provisional Appt NTE _____  <b>C280</b> Placement in Pay Status </p>

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## NOA Families Used in Staffing, Continued

### Associated NOAs (continued)

Menu List	Associated NOAs
<b>Conv to Appt (cont)</b>	<div> C292 RTD  C293 Return to Pay Status  C300 Retirement-Mandatory  C301 Retirement-Disability  C302 Retirement-Voluntary  C303 Retirement-Special Option  C304 Retirement-ILIA  C312 Resignation-ILIA  C317 Resignation  C330 Removal  C350 Death  C351 Termination-Sponsor Relocating  C352 Termination-Appt In _____  C353 Separation-US  C355 Termination-Exp of Appt  C356 Separation-RIF  C357 Termination  C385 Termination During Prob/Trial Period  C390 Separation-Appt In _____  C430 Placement in Nonpay Status  C450 Suspension NTE _____  C452 Suspension-Indefinite  C460 LWOP NTE _____  C462 LWP NTE _____ </div> <div> C471 Furlough  C472 Furlough NTE _____  C473 LWOP-US  C480 Sabbatical NTE _____  C500 Conv to Career Appointment  C501 Conv to Career-Cond Appointment  C507 Conv to Emergency Appointment  C508 Conv to Term Appointment NTE _____  C512 Conv to Temp Appt Pending Est Register  C515 Conv to Appointment NTE _____  C520 Conv to O/S Ltd Appointment  C522 Conv to O/S Ltd Appointment NTE _____  C524 Conv to Appointment Status Quo  C540 Conv to Reinstatement Career  C541 Conv to Reinstatement Career Cond  C542 Conv to SES Career Appointment  C543 Conv to Reinstatement SES Career  C546 Conv to SES Noncareer Appointment  C548 Conv to SES Ltd Term Appointment NTE _____  C549 Conv SES Ltd Emergency Appointment NTE _____  C550 Conv to CA Career-Cond Appt  C551 Conv to CA Career Appt  C553 Conv to CA Appt NTE _____  C554 Conv to CA Term Appt NTE _____ </div>

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## NOA Families Used in Staffing, Continued

### Associated NOAs (continued)

Menu List	Associated NOAs
<b>Conv to Appt (cont)</b>	<div> C555 Conv to CA Report  C570 Conv to Excepted Appointment  C571 Conv to Excepted Appointment NTE _____  C590 Conv to Provisional Appt NTE _____  C702 Promotion  C703 Promotion NTE _____  C713 Change to Lower Grade  C721 Reassignment  C740 Position Change  C741 Psn Chg NTE _____  C750 Continuance NTE _____  C755 Exception to RIF Release  C760 Ext of Appt NTE _____  C762 Ext of SES Limited Appt NTE _____  C765 Ext of Term Appt NTE _____  C769 Ext of Promotion NTE _____  C770 Ext of Psn Chg NTE _____  C772 Ext of Furlough NTE _____  C773 Ext of LWOP NTE _____  C780 Name Chg from _____  C781 Chg in Work Schedule  C782 Chg in Hours  C790 Realignment  C792 Change in Duty Station  C800 Change in Data Element  C803 Chg in Retirement Plan  C805 Elected Full Living Benefits  C806 Elected Partial Living Benefits  C810 Chg in Allowance/Differential  C815 Recruitment Bonus  C816 Relocation Bonus  C818 AUO  C819 Availability Pay  C825 Separation Incentive  C850 MD/DDS Special Pay  C855 Head Nurse Pay  C866 Termination of Grade Retention  C867 Interim WGI  C868 Termination of Interim WGI  C872 Time Off Award  C873 Foreign Language Award  C874 Gainsharing Award  C875 Suggestion Award  C876 Invention Award  C877 Special Act or Service Award  C878 SES Rank Award  C879 SES Performance Award  C880 Chg in Tenure Group  C881 Change FEGLI  C874 Gainsharing Award  C875 Suggestion Award  C876 Invention Award  C877 Special Act or Service Award  C878 SES Rank Award  C879 SES Performance Award  C880 Chg in Tenure Group  C881 Change FEGLI  C882 Chg in SCD  C883 Chg in Vet Pref  C885 Performance Award  C888 Denial of Within-grade Inc  C891 GM WGI  C892 Quality Inc  C893 Within-grade Inc  C894 Pay Adj  C895 Locality Payment  C899 Step Adj  C930 Detail NTE _____  C931 Detail - Extension NTE _____  C932 Termination of Detail  C934 Lump Sum Realignment Incentive  C946 Detail NTE _____  C947 Extension of Detail NTE _____  C948 Termination of Detail </div>

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## NOA Families Used in Staffing, Continued

### Associated NOAs (continued)

Menu List	Associated NOAs																																																														
<b>Award – One Time Payment</b>	<table border="1"> <thead> <tr> <th>Code</th><th>Nature of Action</th></tr> </thead> <tbody> <tr><td>0926</td><td>Foreign Language Proficiency Pay</td></tr> <tr><td>0927</td><td>Chg in Foreign Language Proficiency Pay</td></tr> <tr><td>0928</td><td>Termination Foreign Language Prof Pay</td></tr> <tr><td>0991</td><td>Air Force Demo Bonus</td></tr> <tr><td>7967</td><td>Recognition Bonus</td></tr> <tr><td>815</td><td>Recruitment Bonus</td></tr> <tr><td>816</td><td>Relocation Bonus</td></tr> <tr><td>825</td><td>Separation Incentive</td></tr> <tr><td>872</td><td>Time Off Award</td></tr> <tr><td>873</td><td>Foreign Language Award</td></tr> <tr><td>874</td><td>Gainsharing Award</td></tr> <tr><td>875</td><td>Suggestion Award</td></tr> <tr><td>876</td><td>Invention Award</td></tr> <tr><td>877</td><td>Special Act or Service Award</td></tr> <tr><td>878</td><td>SES Rank Award</td></tr> <tr><td>879</td><td>SES Performance Award</td></tr> <tr><td>885</td><td>Performance Award</td></tr> <tr><td>934</td><td>Lump Sum Realignment Incentive</td></tr> <tr><td>C815</td><td>Recruitment Bonus</td></tr> <tr><td>C816</td><td>Relocation Bonus</td></tr> <tr><td>C825</td><td>Separation Incentive</td></tr> <tr><td>C872</td><td>Time Off Award</td></tr> <tr><td>C873</td><td>Foreign Language Award</td></tr> <tr><td>C874</td><td>Gainsharing Award</td></tr> <tr><td>C875</td><td>Suggestion Award</td></tr> <tr><td>C876</td><td>Invention Award</td></tr> <tr><td>C877</td><td>Special Act or Service Award</td></tr> <tr><td>C878</td><td>SES Rank Award</td></tr> <tr><td>C879</td><td>SES Performance Award</td></tr> <tr><td>D891</td><td>Merit Increase</td></tr> </tbody> </table>	Code	Nature of Action	0926	Foreign Language Proficiency Pay	0927	Chg in Foreign Language Proficiency Pay	0928	Termination Foreign Language Prof Pay	0991	Air Force Demo Bonus	7967	Recognition Bonus	815	Recruitment Bonus	816	Relocation Bonus	825	Separation Incentive	872	Time Off Award	873	Foreign Language Award	874	Gainsharing Award	875	Suggestion Award	876	Invention Award	877	Special Act or Service Award	878	SES Rank Award	879	SES Performance Award	885	Performance Award	934	Lump Sum Realignment Incentive	C815	Recruitment Bonus	C816	Relocation Bonus	C825	Separation Incentive	C872	Time Off Award	C873	Foreign Language Award	C874	Gainsharing Award	C875	Suggestion Award	C876	Invention Award	C877	Special Act or Service Award	C878	SES Rank Award	C879	SES Performance Award	D891	Merit Increase
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0991	Air Force Demo Bonus																																																														
7967	Recognition Bonus																																																														
815	Recruitment Bonus																																																														
816	Relocation Bonus																																																														
825	Separation Incentive																																																														
872	Time Off Award																																																														
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C878	SES Rank Award																																																														
C879	SES Performance Award																																																														
D891	Merit Increase																																																														
<b>Detail</b>	<table border="1"> <tbody> <tr><td>930</td><td>Detail NTE</td></tr> <tr><td>931</td><td>Detail - Extension NTE ____</td></tr> <tr><td>932</td><td>Termination of Detail</td></tr> <tr><td>946</td><td>Detail NTE ____</td></tr> <tr><td>947</td><td>Extension of Detail NTE ____</td></tr> <tr><td>948</td><td>Termination of Detail</td></tr> </tbody> </table>	930	Detail NTE	931	Detail - Extension NTE ____	932	Termination of Detail	946	Detail NTE ____	947	Extension of Detail NTE ____	948	Termination of Detail																																																		
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948	Termination of Detail																																																														

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## NOA Families Used in Staffing, Continued

### Associated NOAs (continued)

Menu List	Associated NOAs
<b>Extension of NTE</b>	<div> <div>0923</div> <div>Extension of Reassignment NTE _____</div> </div> <div> <div>1923</div> <div>Extension of Reassignment NTE _____</div> </div> <div> <div>1969</div> <div>Extension of Promotion in Rate NTE _____</div> </div> <div> <div>2923</div> <div>Extension of Reassignment NTE _____</div> </div> <div> <div>5944</div> <div>Extension of Reassignment NTE _____</div> </div> <div> <div>750</div> <div>Continuance NTE _____</div> </div> <div> <div>760</div> <div>Ext of Appt NTE _____</div> </div> <div> <div>762</div> <div>Ext of SES Limited Appt NTE _____</div> </div> <div> <div>765</div> <div>Ext of Term Appt NTE _____</div> </div> <div> <div>769</div> <div>Ext of Promotion NTE _____</div> </div> <div> <div>770</div> <div>Ext of Psn Chg NTE _____</div> </div> <div> <div>772</div> <div>Ext of Furlough NTE _____</div> </div> <div> <div>773</div> <div>Ext of LWOP NTE _____</div> </div> <div> <div>8923</div> <div>Extension of Reassignment NTE _____</div> </div> <div> <div>A057</div> <div>Ext of Temporary Reassignment-NTE _____</div> </div> <div> <div>A087</div> <div>Ext of Appointment-Limited Tenure NTE _____</div> </div> <div> <div>A089</div> <div>Extension of Temp Promotion NTE _____</div> </div> <div> <div>A092</div> <div>Extension of Temporary Appt NTE _____</div> </div> <div> <div>A182</div> <div>Ext of Military Leave NTE _____</div> </div> <div> <div>A184</div> <div>Extension of Furlough NTE _____</div> </div> <div> <div>A881</div> <div>Extension of Retention Allowance NTE _____</div> </div> <div> <div>N087</div> <div>Extension of LWOP NTE _____</div> </div> <div> <div>N089</div> <div>Ext of Temporary Promotion NTE _____</div> </div> <div> <div>N090</div> <div>Ext of Temporary Reassignment NTE _____</div> </div> <div> <div>N092</div> <div>Ext of Temporary Appointment NTE _____</div> </div> <div> <div>N184</div> <div>Extension of Furlough NTE _____</div> </div>
<b>Long Term Training</b>	<div> <div>5978</div> <div>Assignment to Long-Term Training</div> </div> <div> <div>5979</div> <div>Completion of Long-Term Training</div> </div>
<b>NonPay/Non Duty Status</b>	<div> <div>430</div> <div>Placement in Nonpay Status</div> </div> <div> <div>450</div> <div>Suspension NTE _____</div> </div> <div> <div>452</div> <div>Suspension-Indefinite</div> </div> <div> <div>460</div> <div>LWOP NTE _____</div> </div> <div> <div>471</div> <div>Furlough</div> </div> <div> <div>472</div> <div>Furlough NTE _____</div> </div> <div> <div>473</div> <div>LWOP-US</div> </div> <div> <div>480</div> <div>Sabbatical NTE _____</div> </div> <div> <div>A084</div> <div>Furlough-NTE _____</div> </div> <div> <div>A085</div> <div>Furlough-Military NTE _____</div> </div> <div> <div>N078</div> <div>Suspension NTE _____</div> </div> <div> <div>N083</div> <div>LWOP NTE _____</div> </div> <div> <div>N084</div> <div>Furlough NTE _____</div> </div> <div> <div>N085</div> <div>Furlough-Military</div> </div> <div> <div>N086</div> <div>LWOP-Workers Compensation</div> </div> <div> <div>N098</div> <div>Nonpay Time Not Prev Recorded in CY</div> </div>
<b>Other Pay</b>	<div> <div>810</div> <div>Chg in Allowance/Differential</div> </div> <div> <div>818</div> <div>AJO</div> </div> <div> <div>819</div> <div>Availability Pay</div> </div>

*Continued on next page*

### NOA Families Used in Staffing, Continued

### Associated NOAs (continued)

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(Promotion) ➡	<table border="1"> <thead> <tr> <th>Code</th><th>Nature of Action</th></tr> </thead> <tbody> <tr><td>0977</td><td>Assignment On Probation</td></tr> <tr><td>1913</td><td>Change to Lower Grade in Rate</td></tr> <tr><td>1915</td><td>Promotion in Rate NTE _____</td></tr> <tr><td>702</td><td>Promotion</td></tr> <tr><td>703</td><td>Promotion NTE _____</td></tr> <tr><td>713</td><td>Chg to Lower Grade</td></tr> <tr><td>7966</td><td>Faculty Merit Increase</td></tr> <tr><td>7968</td><td>Pay Adjustment NTE _____</td></tr> <tr><td>7998</td><td>Termination of Pay Adjustment NTE _____</td></tr> <tr><td>850</td><td>MD/DDS Special Pay</td></tr> <tr><td>855</td><td>Head Nurse Pay</td></tr> <tr><td>866</td><td>Termination of Grade Retention</td></tr> <tr><td>867</td><td>Interim WGI</td></tr> <tr><td>868</td><td>Termination of Interim WGI</td></tr> <tr><td>888</td><td>Denial of Within-grade Inc</td></tr> <tr><td>892</td><td>Quality Inc</td></tr> <tr><td>893</td><td>Within-grade Inc</td></tr> <tr><td>894</td><td>Pay Adj</td></tr> <tr><td>895</td><td>Locality Payment</td></tr> <tr><td>899</td><td>Step Adj</td></tr> <tr><td>A055</td><td>Change to Lower Pay Level</td></tr> <tr><td>A060</td><td>Promotion</td></tr> <tr><td>A061</td><td>Change to Lower Grade</td></tr> <tr><td>A063</td><td>Temporary Promotion NTE _____</td></tr> <tr><td>A066</td><td>Position Change to Lower Grade</td></tr> <tr><td>A067</td><td>Position Change to Intervening Grade</td></tr> <tr><td>A090</td><td>Expiration of Temporary Promotion</td></tr> <tr><td>A091</td><td>Termination of Temporary Promotion</td></tr> <tr><td>A102</td><td>Expiration of Grade Retention</td></tr> <tr><td>A103</td><td>Term of Grade Retention-Decl Offer</td></tr> <tr><td>A105</td><td>Term of Pay Retention-Declined Offer</td></tr> <tr><td>A880</td><td>Retention Allowance NTE _____</td></tr> <tr><td>A882</td><td>Expiration of Retention Allowance</td></tr> <tr><td>A893</td><td>Within Grade Increase</td></tr> <tr><td>A894</td><td>Pay Adjustment</td></tr> <tr><td>A896</td><td>Administrative Pay Increase</td></tr> <tr><td>A897</td><td>Administrative Pay Decrease</td></tr> <tr><td>L889</td><td>Performance Award</td></tr> <tr><td>L891</td><td>Merit Inc</td></tr> <tr><td>N060</td><td>Promotion</td></tr> <tr><td>N061</td><td>Change to Lower Grade</td></tr> <tr><td>N063</td><td>Temporary Promotion NTE _____</td></tr> <tr><td>N066</td><td>Change to Lower Pay Band</td></tr> <tr><td>N067</td><td>End of Temporary Promotion</td></tr> <tr><td>N069</td><td>Position Change to Retained Grade</td></tr> <tr><td>N102</td><td>Termination of Grade Retention</td></tr> <tr><td>N105</td><td>Termination of Pay Retention</td></tr> <tr><td>N891</td><td>Time Off Award</td></tr> <tr><td>N893</td><td>Within Grade Increase</td></tr> <tr><td>N894</td><td>Pay Adjustments</td></tr> </tbody> </table>	Code	Nature of Action	0977	Assignment On Probation	1913	Change to Lower Grade in Rate	1915	Promotion in Rate NTE _____	702	Promotion	703	Promotion NTE _____	713	Chg to Lower Grade	7966	Faculty Merit Increase	7968	Pay Adjustment NTE _____	7998	Termination of Pay Adjustment NTE _____	850	MD/DDS Special Pay	855	Head Nurse Pay	866	Termination of Grade Retention	867	Interim WGI	868	Termination of Interim WGI	888	Denial of Within-grade Inc	892	Quality Inc	893	Within-grade Inc	894	Pay Adj	895	Locality Payment	899	Step Adj	A055	Change to Lower Pay Level	A060	Promotion	A061	Change to Lower Grade	A063	Temporary Promotion NTE _____	A066	Position Change to Lower Grade	A067	Position Change to Intervening Grade	A090	Expiration of Temporary Promotion	A091	Termination of Temporary Promotion	A102	Expiration of Grade Retention	A103	Term of Grade Retention-Decl Offer	A105	Term of Pay Retention-Declined Offer	A880	Retention Allowance NTE _____	A882	Expiration of Retention Allowance	A893	Within Grade Increase	A894	Pay Adjustment	A896	Administrative Pay Increase	A897	Administrative Pay Decrease	L889	Performance Award	L891	Merit Inc	N060	Promotion	N061	Change to Lower Grade	N063	Temporary Promotion NTE _____	N066	Change to Lower Pay Band	N067	End of Temporary Promotion	N069	Position Change to Retained Grade	N102	Termination of Grade Retention	N105	Termination of Pay Retention	N891	Time Off Award	N893	Within Grade Increase	N894	Pay Adjustments
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